CURRICULUM VITAE

DEEPAK

ABODE = H.no. -460/17 Harijan Basti Shiv Mandir
Wazirabad Delhi 110054

CONTACT NO. = 9711905060,9711929392
EMAIL = deepak75310@gmail.com

OBJECTIVE:

To work in an organization which provides me with ample opportunities to enhance my skills and knowledge along with contributing to the growth of the organization.

ACADEMIC QUALIFICATIONS:

- Secondary from CBSE
- Senior secondary from CBSE
- ITI Certificate from Stenography
- Graduation from IGNOU

PROFESSIONAL QUALIFICATIONS:

- Typist (typing Speed 35 +)
- Executive in Utkarsh Classes & Edutech
- Data Entry Operator in EXL (MNC)

EXPERIENCE:

- One year's experience as a Typist in S.D. Educom Reasoning Classes.
- One year's experience as an Executive in Utkarsh Classes & Edutech Pvt. Ltd.
- Eight month's experience as a Data Entry Operator in EXL MNC Company.

HOBBIES:

- Watching Movies
- Playing chess
- Swimming

SKILLS:

- Quick learner.
- Good in oral communication skills.
- Self-motivated and hard working.
- Confident, Positive, Attitude, Hardworking, Good listener.

PERSONAL INFORMATION:

- **Father's Name** = Lt. Shiv Nandan
- **Marital Status** = Unmarried
- **Sex** = Male
- **Date of Birth** = 24 April 1999
- **Language known** = English & Hindi
- **Nationality** = Indian

DECLARATION:

I hereby inform you that all the statement made above is true the best of my knowledge and belief.

(DEEPAK)

Date .....Place .....